

- Properties in the Historic Districts of Westford Centre, Graniteville, Forge Village, or Brookside;
- Properties in existence in or before 1921; or
- Properties that appear on the 1855 Symmes Maps of Westford.

What is the Demolition Delay Process?

[See figure]

The process begins when the owner of a regulated property fills out a demolition permit application and files it with Westford's Building Commissioner.

1. BC forwards a copy of *Demolition Permit Application* to WHC. - **7 days**
2. WHC determines historical significance of property. Applicant may make a presentation to the WHC. - **30 days**
3. A. If the property *is not determined to be significant*, the WHC notifies applicant and BC and Demolition Permit may be issued. If there is no notification from the WHC within 60 days, a permit may be issued.
B. If the property *is determined to be significant*, applicant is notified in writing that a Demolition Plan Review must be made prior to issuance of a Demolition Permit.
4. For properties deemed significant, applicant submits to WHC a Demolition Plan to include:
 - i. Map showing location of property;
 - ii. Photographs of street façade elevations;
 - iii. Description of property to be demolished;
 - iv. Reason and economics for demolition; and
 - v. Description of proposed reuse of property.
 - **30 days**
5. WHC holds public hearing on Demolition Plan (requires 14 days prior notice to public and to abutters) and files a report with BC to include:

- i. Description of age, architectural style, historic association and importance of property to be demolished;
- ii. A determination as to whether the property should preferably be preserved.

- **60 days**

6. Following the Demolition Plan Review, if the WHC either determines the property to be not significant or fails to file a report, the BC may issue a Demolition Permit.
7. If the WHC determines *the property should preferably be preserved*, the BC shall **not** issue a Demolition Permit for a period of 6 months from the date of filing of the WHC's report. During this 6-month period, the WHC will work with the applicant to find an alternative to demolition of the building or structure.
- **6 months**

How can I determine if my building or structure is historically significant?

An owner of a regulated building or structure may petition the WHC for a determination of applicability of the bylaw by submitting a *Determination of Applicability* form available from the BC. The WHC will determine whether the building or structure is historically significant, and will so notify the applicant in writing. The applicant may make a presentation to the WHC. The determination by the WHC of whether a regulated building or structure is historically significant shall be made in writing and shall be binding on the WHC for a period of 5 years.
- **60 days**

WESTFORD HISTORICAL COMMISSION
4 Boston Road
Westford, Massachusetts 01886

Westford Demolition Delay Bylaw Chapter 236-1 of the Town Bylaws

Purpose

Westford's *Demolition Delay Bylaw* was enacted to *preserve and protect* significant buildings and structures within the Town which constitute or reflect distinctive features of the cultural, architectural, political, economic, or social history of the town and to *encourage owners* of such buildings to seek out persons who might be willing to purchase, preserve, rehabilitate, or restore such buildings rather than demolish them. To achieve these purposes the Westford Historical Commission (WHC) is empowered to advise the Building Commissioner (BC) with respect to the issuance of permits for demolition of *significant buildings and structures* to delay demolition of such properties when merited.

What properties fall under the bylaw?

Regulated buildings and structures falling under the bylaw are those that are:

- Importantly associated with an historic person or event, or with the architectural, cultural, political, economic or social history of the Town, the Commonwealth or the Country; or
- Historically or architecturally important by reason of period, age, style, method of building construction or association with a particular architect or builder, either by itself or in the context of a group of buildings or structures.

For the purposes of the by-law, this includes:

- Westford properties listed on the State Register of Historic Places or the Inventory of Historic Assets of the Commonwealth;